

# Highway Facility Evaluation Committee Minutes May 14, 2015

**Committee members present:** David Hintz-Chair, Robb Jensen-Vice Chair, Sonny Paszak, Scott Holewinski, Jack Sorensen and Bob Mott.

**Staff preset:** Freeman Bennett, Brian Desmond, Luann Brunette, Lisa Charbarneau and Mike Romportl.

**Others present:** Dan Gleason and Richard Moore.

**Call to order:** Chairman Dave Hintz called the meeting to order at 1:00 p.m. noting the meeting had been properly posted and was ADA accessible.

**Approve agenda:** Motion to approve the agenda items at the discretion of the Chair by Jack Sorensen, second by Sonny Paszak. All ayes; motion carried.

**Approve the minutes of the April 2, 2015 meeting:** Motion to approve the minutes of the March 5, 2015 meeting by Vice-Chair Robb Jensen; second by Scott Holewinski. All ayes; motion carried.

**Vouchers, reports, and bills:** Freeman Bennett noted that the Barrientos contract was paid in full with nothing outstanding.

**Barrientos Design response to clarification questions:** Hintz stated Barrientos did supply clarification of the 26 questions. Holewinski discussed the areas of the questions that he felt were not adequately addressed noting that Barrientos was hired to design the building for what the county needed. However, Freeman Bennett told him how many square feet to put in the building. Holewinski added 24,000 square feet is not big enough and is supposed to house 26 pieces of equipment but is designed for 20 pieces.

**Committee Goals & Approach; Provide County Board viable conceptual options for Highway Department facilities:**

**Remodeling/New Facility:** Hintz stated he felt there would be general agreement that the committee would provide viable conceptual options emphasizing the options are only general plans and may not look exactly as presented.

**Clarification of options:**

**New Facility potential adjustments to plan:** Hintz stated he had spoken with Norman Barrientos and would like a consensus from the committee on the number of spaces needed for truck storage, size of the welding shop and locker/lunchroom to return to Barrientos and find out how much it would cost to get the plan adjusted. Hintz stated the goal is to provide the County Board with conceptual options and numbers for a remodeled facility and a new facility that the committee feels is adequate with a general agreement as to what the new facility should look like. The committee discussed and agreed that space for storage for 26 trucks seemed reasonable; noting the brine tank with containment center and patch area would likely require a separate storage. The committee also agreed 2,000 square feet for the welding shop is adequate since the Highway Department does not do any fabrication. The committee discussed the square footage allocated to crew support and the benefits and costs of the automated wash bay agreeing both should be left as proposed.

**Cost estimate for new facility:** Holewinski noted the cost associated with moving the fuel tanks and building the spillway is the same for both options and the committee agreed an additional \$30,000 for fuel should be added to the new facility price. Bennett stated test holes at the proposed site revealed surface stone but otherwise good soil. The committee discussed water and sewer/septic options for the site and decided it would require follow up to determine if the \$1.5 million estimate is accurate. Bob Mott referenced question 23 noting an error of 1,000 square feet resulting in an additional \$34,000 to the new facility cost.

**Remodeling potential adjustment to plan:** Hintz questioned the committee if the \$6,324,000 remodeling estimate is too high. Jensen discussed improving the appearance, expected life span, crew support, and expansion potential of the existing site. The committee discussed and agreed that additional storage space for 12 trucks in the heated storage would be needed. Holewinski stated that he felt code 605.1.10 would provide an exemption for the requirement of an elevator if provisions were made on the first floor. Jensen questioned what would be best for the employees as opposed to what can be done legally and was dependent upon how much remodeling is done. Mott questioned what effect the proposed changes would have on the construction efficiencies noting Barrientos' response that any additional changes to the plan could be looked at during the next phase with the understanding that this work would fall under additional services and therefore have additional design costs. Hintz noted that if the County Board decided to pursue the Kwik Trip offer there are time constraints, however, if it's decided to remodel the constraints are not as restrictive to the planning. Mott compared the additional life span of a new facility with the ongoing maintenance of the existing shop if remodeled.

**Cost estimate for remodeling alternatives:** Mott noted an inconsistency in option 2 of 1,292 square feet @ \$92/sq. ft. The committee agreed adding an adjustment of \$118,864 to the cost of option 2. The committee discussed the option of not remodeling the upstairs resulting in a savings of approximately \$130,000 of remodeling costs in addition to the savings of forgoing the elevator. Mike Romportl commented that the estimate to remodel would be between \$6-7 million and the new facility would be between \$11-12 million noting the only way to know for sure is if it goes to bid which is a \$200,000 effort to go to that level. Holewinski stated the remodel could be \$5 million on the low side if everything was kept on the first floor noting a contingency of \$300,000 for unknown costs. Bennett stated he would get the site costs. Jensen and Holewinski agreed to meet to address both suggestions relative to the new facility and the suggestions for the existing facility and come up with some numbers.

**Barrientos Design Contract:** Mott expressed concern that the numbers are not realistic based on multiplying out the existing numbers for square footage and suggested following up with a call to Barrientos. Holewinski stated he felt as though the committee had enough information to estimate accurate numbers. Jensen stated he would post a meeting of the subcommittee himself, Mott and Holewinski with the purpose to work on the numbers for the two proposals. Hintz stated the subcommittee was authorized to call Barrientos once the numbers were worked to be certain they were realistic. Holewinski noted the last correspondence from Barrientos was stated as final. Hintz noted there was \$7,000 remaining from the original motion.

**Plans for County Board Meetings:** Postponed until next meeting.

**Updates on related issues:**

**Establishment of TIF District:** Hintz pointed out the change to the city administrator position that is coming soon and will need to determine if the city is generally supportive of a TIF District or not.

**Action Plans:** Hintz stated he felt the action plans are ready for the next meeting.

**Future meeting dates:** To be determined; within two weeks.

**Future Agenda topics:** Review of bonding cost estimates; revised cost estimates and plans; Roger Luce's findings of other cities with Kwik Trips.

**Public comment:** None

**Adjournment:** Motion to adjourn by Jensen; second by Sorensen. All ayes; motion carried.

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David Hintz, Committee Chair

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Dan Gleason, Recording Secretary